UNITED STATES DEPARTMENT OF COMMERCE
Bureau of the Census
Washington, DC 20233-0001

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DSSD CENSUS 2000 PROCEDURES AND OPERATIONS MEMORANDUM SERIES #G-26

MEMORANDUM FOR DSSD Census 2000 Procedures and Operations Memorandum Series Distribution List

From: Howard Hogan
Chief, Decennial Statistical Studies Division

Subject: Specifications for Block Canvassing Asterisks Assignment for Census 2000

The attached memorandum is being reissued as DSSD Census 2000 Procedures and Operations Memorandum Series #G-26. Please disregard the former memorandum number that appears on the original document.

Attachment

UNITED STATES DEPARTMENT OF COMMERCE
Bureau of the Census
Washington, DC 20233-0001

January 8, 1999
DSSD 2000 DECENNIAL MEMORANDUM SERIES #C-11

MEMORANDUM FOR Barbara LoPresti
Chief, Technology Management Office

From: Howard Hogan
Chief, Decennial Statistical Studies Division

Subject: Specifications for Block Canvassing Asterisk Assignment for Census 2000

I. INTRODUCTION

The following gives the specifications for identifying which housing units receive an asterisk (*) on the address listing printout for the block canvassing operation. The asterisked units are the housing units that will receive a personal visit from an enumerator. Enumerators will also ask about the units on either side of an asterisked unit. The objective is for single housing units to be sampled at a rate of one out of every three. Other units that receive an asterisk are all units within a multi-unit housing structure and all housing units that do not have a house number. Questions and comments on these specifications should be directed to Robin A. Pennington in Room 2228-2 on 301-457-8026 or Jim Treat in Room 2120B-2 on 301-457-4296.

II. DEFINITIONS

The housing unit inventory eligible to receive an asterisk is sorted as follows:

- Within each block the streets are sorted alphabetically.
- Within each street the addresses are sorted in ascending order by house number. Housing units with no house number are listed first within each street.

A **block face** is defined as the set of addresses on one side of a street in a block.

The block face is partitioned into **segments** by multi-unit housing structures and special places.

- If there are no multi-unit housing structures or special places in a block face, the segment is the block face.
- When a block face contains a multi-unit housing structure or special place, the first segment in a block face starts with the first single-unit address that has a house number and goes up to, but does not include, the first unit of a multi-unit housing structure or special place.

- The next segment begins with the first single-unit address after the multi-unit housing structure or special place and continues until the next multi-unit housing structure, the next special place or the end of the block face.

- Segments are created until the end of the block face is reached.

Thus, a segment is a string of single-unit housing addresses.

Note: Although a special place divides a block face into segments, special places will not be visited in this operation, thus, will not receive an asterisk.

III. SPECIFICATIONS

It is assumed the address list has been sorted as described above.

Step A. Put an asterisk in column 6 of the address listing page next to all housing units in the block face with missing house numbers.

Step B. Put an asterisk in column 6 of the address listing page next to all housing units designated as belonging to a multi-unit housing structure.

Step C. Determine the number of single-unit addresses in a segment.

1. If there is one housing unit in the segment, place an asterisk for that housing unit in column 6 of the address listing page. Go to step D.

2. Otherwise, if there are two housing units in the segment, generate a random integer with the value of one or two and place an asterisk next to that housing unit in column 6 of the address listing page. Go to step D.

3. Otherwise, for any segment containing three or more addresses:

    Step a. Generate a random integer between one and three, inclusively. This integer is called the random start (RS).

    Step b. Set the take (T) equal to RS.

    Step c. If T is three, place an asterisk on the address listing page next to the house number of the first housing unit in the segment.

    Step d. Place an asterisk next to the Tth housing unit in the segment in column 6 on the address listing page.

Step e. Add 3 to the T.

i. If the new T value is greater than the number of units in the segment, proceed to step f.

ii. Otherwise place an asterisk next to the Tth housing unit in column 6 of the address listing page and return to the beginning of step e.

Step f.

i. If the number of units in the segment is evenly divisible by three and RS is one, place an asterisk next to the last unit of the segment in column 6 of the address listing page.

ii. If the number of units in the segment has a remainder of 1 upon division by three and RS is 2, place an asterisk next to the last unit in column 6 on the address listing page.

iii. If the number of units in the segment has a remainder of 2 upon division by three and RS is 3, place an asterisk next to the last unit in column 6 of the address listing page.

Step D. Determine the next segment and repeat the processes in step C until the address listing printout is finished.

IV. VERIFICATION

To ensure that these specifications have been implemented correctly, pages from the asterisk assignment demonstrating the following cases should be returned to Robin A. Pennington or Jim Treat upon completion of the programming process. A page may contain more than one case.

- a block face with no multi-unit housing
- a block face that starts or ends with a multi-unit housing structure
- a block face that is split into segments by one or more multi-unit housing structures
- a block face that is split into segments by a special place
- a segment with one housing unit
- a segment with two housing units and RS=1
- a segment with two housing units and RS=2
- a segment with the number of single-unit housing addresses = 0 (mod 3), RS=1
- a segment with the number of single-unit housing addresses = 1 (mod 3), RS=2

- a segment with the number of single-unit housing addresses = 2 (mod 3), RS=3
- a segment with the number of single-unit housing addresses = 6 or 9
- a segment with the number of single-unit housing addresses = 7 or 10
- a segment with the number of single-unit housing addresses = 8 or 11

The attachment contains an example of block canvassing address listing pages and how the housing units should be asterisked. The format for these pages is from Form D-451A.

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SAMPLE ADDRESS LISTING PAGE
Operation: Block Canvassing

comments	Line No. (1)	Unit ID (2)	Block No. (3)	SP (4)	Action (5)	House No. (6)	Street or Road Name (7)	Apt. # (8)	ZIP Code (9)	A/D (10a)	Address (10b)	Description (10c)
	1		12345			*	Alpha St.		12345		POB 17	
	2		12345			*	Alpha St.		12345			wht hse brn shutters
start segment 1	3		12345			1602	Alpha St.		12345			
RS=2	4		12345			1606*	Alpha St.		12345			
7 units in segment	5		12345			1610	Alpha St.		12345			
	6		12345			1614	Alpha St.		12345			
	7		12345			1618*	Alpha St.		12345			
	8		12345			1622	Alpha St.		12345			
add'l asterisk	9		12345			1626*	Alpha St.		12345			
multi-unit	10		12345			1632*	Alpha St.	101	12345			

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SAMPLE ADDRESS LISTING PAGE
Operation: Block Canvassing

comments	Line No. (1)	Unit ID (2)	Block No. (3)	SP (4)	Action (5)	House No. (6)	Street or Road Name (7)	Apt. # (8)	ZIP Code (9)	A/D (10a)	Address (10b)	Description (10c)
	11		12345			1632*	Alpha St.	102	12345			
	12		12345			1632*	Alpha St.	103	12345			
	13		12345			1632*	Alpha St.	104	12345			
start segment 2 RS=1 9 units in segment	14		12345			1640*	Alpha St.		12345			
	15		12345			1644	Alpha St.		12345			
	16		12345			1648	Alpha St.		12345			
	17		12345			1652*	Alpha St.		12345			
	18		12345			1656	Alpha St.		12345			
	19		12345			1660	Alpha St.		12345			
	20		12345			1664*	Alpha St.		12345			

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SAMPLE ADDRESS LISTING PAGE
Operation: Block Canvassing

comments	Line No. (1)	Unit ID (2)	Block No. (3)	SP (4)	Action (5)	House No. (6)	Street or Road Name (7)	Apt. # (8)	ZIP Code (9)	A/D (10a)	Address (10b)	Description (10c)
	21		12345			1668	Alpha St.		12345			
add'l asterisk	22		12345			1672*	Alpha St		12345			
special place	23		12345			1680	Alpha St.		12345			
start segment 3	24		12345			1686*	Alpha St.		12345			
RS=1	25		12345			1690	Alpha St.		12345			
multi-unit	26		12345			1698*	Alpha St.	A	12345			
	27		12345			1698*	Alpha St.	B	12345			
	28		12345			1698*	Alpha St.	C	12345			
	29		12345			1698*	Alpha St.	D	12345			
	30		12345			1698*	Alpha St.	E	12345			

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SAMPLE ADDRESS LISTING PAGE
Operation: Block Canvassing

comments	Line No. (1)	Unit ID (2)	Block No. (3)	SP (4)	Action (5)	House No. (6)	Street or Road Name (7)	Apt. # (8)	ZIP Code (9)	A/D (10a)	Address (10b)	Description (10c)
start segment 1	31		12345			101	Beta Dr.		12345			
RS=2	32		12345			109*	Beta Dr.		12345			
multi-unit	33		12345			121*	Beta Dr.	1	12345			
	34		12345			121*	Beta Dr.	2	12345			
start segment 2	35		12345			135*	Beta Dr.		12345			
RS=3	36		12345			143	Beta Dr.		12345			
add'l asterisk	37		12345			151*	Beta Dr.		12345			
on first unit of	38		12345			159	Beta Dr.		12345			
segment	39		12345			167	Beta Dr.		12345			
	40		12345			175*	Beta Dr.		12345			